

## DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

## INTRADEPARTMENTAL CORRESPONDENCE

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REFERRED TO

**MEMORANDUM** 

TO:

**Chad Winchester** 

Edward Wedge Dan Magri

**Each District Administrator** 

FROM:

Christopher P. Knotts, P.E.

**Chief Engineer** 

Vincent C. Latino Jr., P.E. Assistant Secretary of Operations

DATE:

August 14, 2020

**SUBJECT:** 

Temporary Traffic Count Policy for Traffic Engineering Studies/Analysis Applicable

to State Roads

The following policy shall be in place until DOTD reevaluates the current situation due to COVID-19 Phase 2 restrictions. As always, if older counts exist and are correct, the DTOE may determine in writing if these counts can be used in a study or plan development. The DTOE will determine if the older counts need to be grown or not. Typically, if counts are only a few years old it is not necessary to grow to 2020. DOTD at this time will not be using any other sources for traffic counts due to the distributions of movements being different at intersections.

## **District Traffic Studies**

The District receives requests daily to change phasing at a signal, install a signal, install an all way STOP, add pedestrian/bike facilities, build a turn lane at an intersection, or lengthen a turn lane at an intersection. Counts may be taken to respond to these requests at the judgement of the District Traffic Operations Engineer (DTOE). Any other geometric changes such as restricting movements at intersections/medians, RCUTS/JTurns, road reconfigurations (road diets) and roundabouts will have to be postponed.

## **Permits**

DOTD will enact a mitigation payment for developments that qualify for Traffic Impact Studies according to our current Administrative Code. This will allow developments to keep moving forward and should not delay their process. This procedure will be as follows:

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- 1) The Developer will provide a layout of the proposed development including business types, square footage of buildings, number of fields, number of lots etc.
- 2) The DTOE will determine if and what improvements need to be made at opening or if the developer pays a mitigation payment.
- 3) The mitigation payment will be determined as follows:
  - a. The DTOE will use the latest edition of the ITE Trip Generation Manual to determine number of weekday trips for all business' excluding sports facilities. Sports facilities will use Saturday trips.
  - b. The DTOE will take the number of trips and multiply by \$131.
- 4) The developer will be required to sign a Letter of Compliance agreeing to construct the improvements or pay a mitigation payment. The mitigation payment must be made via check made payable to the Louisiana Department of Transportation and Development delivered to the District Administrator prior to processing the final access permit.
- 5) This Letter of Compliance will become part of the access permit.
- 6) If the developer disagrees with the Letter of Compliance, they may appeal via DOTD's appeal process.

All other projects/plan development/studies that require traffic engineering analysis New traffic counts will not be allowed under Phase 2.

Please forward to appropriate staff and if you have any questions or concerns feel free to contact us or Jody Colvin.

CK:VL:JC:ag